

# St Martin – By - Looe Parish Council

Friday, 5<sup>th</sup> January 2024

WORKING AGENDA, FOR THE PARISH COUNCIL MEETING AT 7.30PM. TO BE HELD ON THURSDAY 11<sup>th</sup> JANUARY 2024 AT NO MAN'S LAND MEMORIAL HALL.

## AGENDA

**Public Question Time. IMPORTANT PLEASE READ NOTE BELOW.**

**Agenda Item 1:** Declarations of Interest.

**Agenda Item 2:** Apologies for absence.

**Agenda Item 3:** Minutes of the Parish Council Meeting held on the 2<sup>nd</sup> November 2023.  
Minutes of the Parish Council Meeting held on the 7<sup>th</sup> December 2023.

**Agenda Item 4:** Planning Applications:

**4.1.1: Application No:** PA23/10251.

**Proposal:** Application for a certificate of lawful development for an existing use, namely continued use of property as a residential dwelling.

**Location:** 22 Hillside Villas, Millendreath Holiday Village, Millendreath, Looe.

**Applicant:** Mrs. Ellen Cullerne Poole.

**Grid Ref:** 226713 / 54201.

**4.1.2: Application No:** PA23/10309.

**Proposal:** Certificate of lawfulness for existing residential use.

**Location:** 70 Hillside Villas, Millendreath Holiday Village, Millendreath, Looe.

**Applicant:** Mrs. Joanne Deegan.

**Grid Ref:** 226790 / 54335.

**Agenda Item 5:** Planning Decisions received by the date of the meeting.

**Agenda Item 6:** Planning Matters.

**Agenda Item 7:** Finance

**Agenda Item 8:** Reports on Matters arising from the Minutes.

**Agenda Item 9:** Business received after publication of agenda.

**Agenda Item 10:** New Business.

**Agenda Item 11:** Around the Table.

### **Important - please note:**

***All requests from members of the public to speak at the meeting should be submitted in writing to the Clerk at the address below, at least 48 hours before the meeting.***

***This will enable the Parish Council to consider the request and respond accordingly. Failure to contact The Clerk may well result in the request to speak being refused.***

Charles Hyde (Mr) Clerk to the Council, 8 Trelawny Road, Menheniot, Liskeard. PL14 3TS, 01579 340905

[stmartinpc1@btinternet.com](mailto:stmartinpc1@btinternet.com) [www.stmartinbylooe.org.uk](http://www.stmartinbylooe.org.uk)

Please note that this Council executes its duty in considering the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.

# **ST MARTIN- BY- LOOE PARISH COUNCIL**

**WORKING AGENDA FOR THE PARISH COUNCIL MEETING AT 7.30PM. TO BE HELD ON THURSDAY 11<sup>th</sup> JANUARY 2024 AT NO MAN'S LAND MEMORIAL HALL.**

Chairman: Robert Henly.

Vice Chairman: Roberta Powley,

Parish Councillors: Andrea Lankston,

Barbara Reynolds, Jill Spicer, Simon Lawes, David Keeble.

Charles Hyde, Parish Clerk and RFO

County Councillor Armand Toms.

## **Public Question Time and Councillors Comments on Declared Interests:**

### **Agenda Item 1: Declarations of Interest:**

### **Agenda Item 2: Apologies for absence:**

PCSO Dave Billing.

### **Agenda Item 3: Minutes of the Parish Council Meeting:**

**3.1.1: Minutes for the Parish Council Meeting held on 2<sup>nd</sup> November 2023.** It was proposed by Councillor \_\_\_\_\_ seconded by Councillor \_\_\_\_\_ and agreed unanimously that they be taken as read and signed by the Chairman as a true and accurate record of the meeting.

**3.1.2: Minutes for the Parish Council Meeting held on 7<sup>th</sup> December 2023.** It was proposed by Councillor \_\_\_\_\_ seconded by Councillor \_\_\_\_\_ and agreed unanimously that they be taken as read and signed by the Chairman as a true and accurate record of the meeting.

### **Agenda Item 4: Planning Applications:**

#### **4.1.1: Application No: PA23/10251.**

**Proposal:** Application for a certificate of lawful development for an existing use, namely continued use of property as a residential dwelling.

**Location:** 22 Hillside Villas, Millendreath Holiday Village, Millendreath, Looe.

**Applicant:** Mrs. Ellen Cullerne Poole.

**Grid Ref:** 226713 / 54201.

#### **4.1.2: Application No: PA23/10309.**

**Proposal:** Certificate of lawfulness for existing residential use.

**Location:** 70 Hillside Villas, Millendreath Holiday Village, Millendreath, Looe.

**Applicant:** Mrs. Joanne Deegan.

**Grid Ref:** 226790 / 54335.

***Parish Councils (Recommended) decision (both applications):*** Providing the Planning Officer is satisfied they have all the evidence needed to prove 10 years permanent residency at the address the application is approved by St Martin by Looe Parish Council. This decision was taken at the December 2018 meeting when it was decided by the Parish Council to support all such application at the Millendreath Holiday Village subject to the above checks.

### **Agenda Item 5: Planning Decisions received by the date of the meeting:**

None received.

### **Agenda Item 6: Planning Matters:**

None to discuss.

## **6.2: Correspondence from Cornwall Council and Other Organisations:**

Forwarded by email where possible.

## **Agenda Item 7: – Finance.**

### **7.1.1: Summary of Accounts.**

#### ***Reconciled balances date 04/01/2024.***

Opening Bank Balances 1 <sup>st</sup> April 2023	£25,430.67
Income to date	£13,318.00
Expenditure to date	£9,895.67
Balance to date	£28,853.00

### **7.2: Accounts paid in December 2023.**

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks November expenses.	50.00
BACS	Cornwall Council – Clerks Salary November 2023.	649.98
BACS	Duchy Defibrillators Annual fees	372.00
BACS	Western Web Ltd – Annual renewal of web space	114.00
	Total	1185.98

### **7.3: Income in December 2023.**

15-Dec-23	Tregoad AD REVENUE		£	20.00
7-Dec-23	Scott Parry AD REVENUE		£	60.00
		Total	£	80.00

It was proposed by \_\_\_\_\_ and seconded by \_\_\_\_\_ that Items 7.1, 7.2 and 7.3 are ratified.

### **7.4: Requests for Funding received by date of meeting.**

None received.

### **7.5: Receipts and letters of thanks received by the date of the meeting.**

None received.

### **7.6: Financial Business.**

**7.6.1: Clerk's Annual Salary Review** – Cornwall Council Finance Section advised of the change to £15 per hour from April 2024, following the December Precept Meeting.

**7.6.2: Precept for 2024/2025** - £12.366 requested from Cornwall Council, following the December Precept Meeting.

### **7.7.1: Accounts to be paid in January 2024.**

It was proposed by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the following be authorised for payment.

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks December expenses.	50.00
BACS	Cornwall Council – Clerks Salary December 2023.	649.98
BACS	St Martins Village Hall Trust – Hall Hire	160.00
BACS	Cornwall Council – Magazine printing	57.95
	Total	917.93

## **Agenda Item 8: Reports on Matters arising from the Minutes.**

**8.1.1: Bus Shelter Lighting** – A solar light for the entrance to the bus shelter is acceptable and would cost approx. £35. The Clerk is yet to source this light.

**8.1.2: Millendreath Noticeboard** – The quote from Weatherproof Systems Ltd has been accepted and work is to start in the new year.

**8.1.3: May Lane Flooding** – The highway was inspected, and it was agreed work needs to be carried out here, the Clerk has received notification this has been done. Reference: W232062460.

**8.1.4: Holland Road Drains** – The drain at the end of the cul-de-sac at Holland Road is blocked and was reported to Cormac, who have inspected the drain and have said it is not urgent and will be placed on their list for when funds are available. Reference: W232062457.

**8.1.5: Damaged Road Sign – Junction of Bucklawren Road and the B3253** – The Chevron sign is damaged and was reported to Cormac, who have inspected the sign and have said it is not urgent and will be placed on their list for when funds are available. Reference: W232062458.

**8.1.6: May Meeting Date** – The hall is unavailable for May 2<sup>nd</sup> due to the Police Commissioner elections. Revisit and reschedule.

**Agenda Item 9: Business received after publication of agenda:**

None received.

**Agenda Item 10: New Business:**

**Agenda Item 11: Around the table:**

***Councillor Reynolds:***

***Councillor Keeble:***

***Councillor Lawes:***

***Councillor Lankston:***

***Councillor Spicer:***

***Vice Chair Powley:***

***The Chairman:***

***County Councillor Armand Toms:***

***PCSO Dave Billing:***

**Police Report** - Firstly, I'd like to wish you all a very Happy New year.

Please pass on my apologies for not being able to make the meeting tomorrow night, due to being unable to change my shift.

During the month of December 2023, there was one crime reported within the Parish, this being a criminal damage at Looe Bay Holiday Park.

I would like to remind you all that the Public Enquiry Office at Looe Police Station is now open Thursday – Saturday 10am-3pm. These opening times will be extended Monday-Saturday 10am-3pm sometime later this year.

Date and Time of Next Meetings: Thursday 1<sup>st</sup> February 2024 **Parish Council Meeting** at 7.30pm at the No Man's Land Memorial Hall.

There being no other business the meeting closed at

